

# WEEK IN REVIEW

A publication of the City Manager's Office

## Council Meeting

August 27 - [City Council Meeting Agendas](#)

## Looking Ahead

Tuesday, August 20: Economic Development Authority, Planning Commission meetings

Thursday, August 22: Parking Authority meeting

Monday, August 26: Parks & Recreation Board meeting

Monday, September 2: Labor Day - City offices and Courts closed, Transit canceled, Recycling moved to 9/4

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This just in - the Megalopolis threatens the global recycling markets! The fate of Winchester's recycling program hangs in the balance...with paper, plastics, and aluminum overflowing curbside collection bin. What is the City to do?? Who will be there to ensure that the city - nay, the planet - is saved from being overtaken by mountains of unsightly waste??? MICHAEL RECYCLE is here to save the day, the City of Winchester, and the PLANET!

## City Manager's Takeaways

The Communications team launched a new campaign to promote the City's largest department, Public Services. The campaign turns four City employees into superheroes as a fun way to inform residents of the services provided by the divisions and to solicit qualified applicants for job vacancies. The four superheroes will form the [Service League](#). The first superhero introduced is Michael Recycle (aka Michael Neese, Refuse & Recycling Manager with Public Works).



# Public Safety

## Winchester Police

- Distributed flyers for the Teen Academy at Handley High and Daniel Morgan schools and promoted it on social media.
- Conducted Into recertifications, explosives K9 training, Crisis Negotiation Team monthly training, and Virginia Criminal Information Network training.
- Secured Friday Night Live.
- Met with Shenandoah University security and attended the CITAC advisory board meeting.
- Conducted school bus enforcement.
- Attended the Association of Public Safety Communications Officials International Conference.
- Assisted with the funeral of a Loudoun County Sheriff's Deputy.
- Taught defensive tactics at the Basic Academy.
- Crime stats:
  - Crimes against persons (felony) - 5
  - Crimes against persons (misdemeanor) - 17
  - Burglaries (residential) - 0
  - Burglaries (commercial) - 1
  - Property crimes: 17

## Winchester Fire and Rescue

- Attended the Frederick County Public Safety Committee meeting and received support for Burn Building project.
- Held the monthly Volunteer Presidents/Chiefs meeting.
- Coordinated aerial unit assistance for funeral service of Loudoun County Sheriff's Deputy.
- Met with the paramedic students of the class of 2019-2020.
- Worked with Employee Health at Urgent Care for vaccinations and titers for paramedic students.
- Conducted a pre-construction meeting with Lantz Construction to discuss the start date for construction of the new Live Fire Training Facility.
- Attended the Winchester Medical Center Chest Pain Center Council meeting.
- Attended graduation of Lt. Drew DeHaven, who is completing the Managing Officer Program at the National Fire Academy.
- Facilitated an eight-hour ride-along for an ECC dispatcher.
- Met with Daniel Morgan Middle School administration to review fire evacuation drill procedures and maps.

Police Activity	#
Calls for Service	862
Crash Reports	10
DUI/DWI	1
Alarms/False Alarms	26/26
Directed Patrols	97
Directed Patrols (OTW)	5
Extra Patrols	99
Extra Patrols (OTW)	3
Traffic Citations	48
Traffic Warnings	53
BWC requests	-
Special Events Permits Received/ Approved	1/0 58 rec'd YTD

Fire Activity	Fire Activity
Fire	5
Overpressure	0
EMS/Rescue	87
Hazardous Cond.	2
Service Call	4
Mutual Aid Given	5
Good Intent	8
False Alarms	4
Special Incident	1
Plan Review	4
Inspections	10
Reinspections	6

## **Emergency Management**

- Attended the Safety and Security planning meeting.
- Attended the kickoff meeting for the new Risk and Safety Committee.
- Identified critical City infrastructure for peak electrical loading as requested by Shenandoah Valley Electric Cooperative.
- Met with Fire and Rescue to give an overview of Emergency Management.
- Attended the Association of Public Safety Communications Officials International Conference International conference in Baltimore.
- Prepared new Ladder truck mobile radio.
- Repaired Police vehicle mobile radio.
- Finalized programming for Loudoun Street bollard communication equipment.

## **Development Services**

### **Economic and Workforce Development**

- Recorded Rouss Review podcast to provide updates on projects and staffing.
- Attended monthly Winchester/Frederick County Tourism board meeting.
- Attended regional Tech Coalition meeting.
- Participated in meeting with Shenandoah University representatives to discuss Entrepreneur Week events.
- Continued demolition process on the site of the Kent/Piccadilly redevelopment project.
- Met with developers/businesses interested in doing business in Winchester.

### **Arts and Vitality**

- Met with Virginia Commission for the Arts representative and local artists to discuss local arts and performance initiatives in Winchester.
- Developed handouts and resources for the September Old Town Advancement Commission stakeholders meeting.
- Designed banner mock-ups for Design Committee OTW branding project.
- Reached out to interested parties to begin planning Winchester Music Industry Social.
- Assisted 16 Tourists and 11 Locals at the Welcome Center.
- Prepared OTW stakeholder meeting announcement for mailing. Meeting to be held on September 5 at 6:30 pm.
- Coordinated farmers market volunteer schedules. The final 2019 Farmers Market will be held on September 28.

## Planning

- Started compiling the results of the Comprehensive Plan public input sessions and the online survey to be presented to the Planning Commission to review at the August 20 Planning Commission meeting.
- Attended the August 12 meeting of the 275th Anniversary Committee and discussed details of the numerous upcoming history-themed community events.
- Staffed the August 13 City Council work session which included two rezoning requests and one driveway easement request.
- Attended the August 14 Shenandoah Valley Electric Cooperative annual dinner meeting.
- Staffed the August 15 Board of Architectural Review meeting. Six cases were on the agenda including a conceptual review of a redevelopment proposal for the former Sarah Zane fire hall property.
- Released the signed subdivision plats for Brooks Manor following recordation of the Deed of Dedication. This allowed for building permits to be issued for the first 10 units in the Brooks Manor townhouse subdivision.
- Met with engineers and surveyors working for private property owners and developers regarding private development projects.

## Winchester/Frederick County Tourism

- Took part in a Southeast Tourism Society Board of Directors call regarding the Education Pillar and plans for professional development at upcoming conferences.
- Met with a digital services company to review potential services such as pre-roll video and digital ads for next year.
- Had a phone call with Sustainability Matters to discuss upcoming events.
- Took part in a conference call with ParkMobile to discuss moving forward with increased data reporting and how we plan to use that data for tourism.
- Took part in a Tourism Board Personnel Committee meeting to discuss their purpose and goals of the committee moving forward.
- Took part in a Tourism Board Marketing Committee meeting to review ad campaign bids and select three finalists for further interview.
- Held the monthly Tourism Board meeting on Thursday.
- Continued work on a sports tourism project to catalogue all City/County assets and technical details, with the goal of developing an informational web page and collateral.

## Zoning and Inspections

- Completed:
  - 220 building permit inspections and issued 218 building/trades permits (\$2,054,717 valuation)
  - Notable Permits:
    - 607 E Jubal Early Drive - Urgent Care interior renovation - \$450,000 valuation
    - Brooks Manor PUD - 10 new townhouses - \$1,350,000 valuation
  - 162 code enforcement inspections and initiated 55 new cases
  - 6 new business reviews (3 Certificates of Business, 3 Certificate of Home Business)
- Cancelled August Board of Zoning Appeals meeting due to no applications being received.

Permit #	Type	Address	Description	Value
19 00002752	NGAS	545 OLD FORT RD	ADDING POOL HEATER	\$1,800.00
19 00002714	PLBG	610 STERLING DR	REMODELING BATHROOM	\$4,185.00
19 00000214	PLBG	260 OPEQUON AVE	REPLACE FIXTURES	\$1,500.00
19 00000214	MECH	260 OPEQUON AVE	MOVE UNIT TO REAR YARD	\$0.00
19 00002739	RREM	212 S WASHINGTON ST	INTERIOR RENOVATIONS	\$75,000.00
18 00000138	MECH	1600 AMHERST ST	CREMATORIUMS	\$2,000.00
19 00002741	NRRM	607 E JUBAL EARLY DR	RENOVATING EXISTING URG. CARE	\$450,000.00
19 00002753	SIGN	204 S LOUDOUN ST	BLDG MOUNTED SIGN	\$313.00
18 00000138	NGAS	1600 AMHERST ST	CREMATORIUMS	\$0.00
19 00002356	RREM	700 S CAMERON ST	ROOF, SIDING, DECK	\$8,000.00
19 00002581	SIGN	220 E CORK ST	2 BLDG MOUNTED SIGNS	\$3,900.00
19 00002751	DECK	1012 S CAMERON ST	NEW REAR DECK	\$400.00
19 00001843	ELEC	1001 E CORK ST	NEW BLDG	\$55,000.00
19 00002718	ELEC	21 25 S KENT ST	DEMO 19-2318	\$800.00
19 00002038	PLBG	325 E PICCADILLY ST	RESIDENTIAL RENOVATON	\$2,600.00
19 00002762	NGAS	321 SHERIDAN AVE	WATER HEATER & EXP TANK	\$0.00
19 00002722	ELEC	605 BUTLER AVE	REPLACE PANEL	\$2,850.00
19 00002719	ELEC	411 HIGHLAND AVE	REWIRE	\$2,500.00
19 00002761	NGAS	541 WHARTON CIR	ADDING EXPANSION TANK AND W/H	\$0.00
19 00002756	TTS	328 RUSSELCROFT RD	TENT FOR 8/15-17/19	\$350.00
19 00002724	ELEC	303 FAIRMONT AVE	RECONNECT SVC	\$96.00
19 00002729	BLDG	1019 KINZEL DR	NEW SOLAR ARRAY	\$14,796.00
19 00002723	ELEC	431 N LOUDOUN ST	REPLACE LINESIDE CABLE	\$1,000.00
19 00002759	PLBG	2701 BLUE RIDGE TERR	EXPANSION TANK	\$350.00
19 00002046	RIFI	205 E SOUTHWERK ST	LOT #3 - NEW TOWNHOUSE	\$135,000.00
19 00002045	RIFI	203 E SOUTHWERK ST	LOT #4 - NEW TOWNHOUSE	\$135,000.00
19 00002043	RIFI	1318 S KENT ST	LOT #10 - NEW TOWNHOUSE	\$135,000.00
19 00002049	RIFI	1312 S KENT ST	LOT #7 - NEW TOWNHOUSE	\$135,000.00
19 00002042	RIFI	209 E SOUTHWERK ST	LOT #1 - NEW TOWNHOUSE	\$135,000.00

Permit #	Type	Address	Description	Value
19 00002762	PLBG	321 SHERIDAN AVE	WATER HEATER & EXP TANK	\$1,200.00
19 00002765	AMUS	1001 E CORK ST	BOUNCE HOUSE FOR 8/31/19	\$0.00
19 00002050	RIFI	1314 S KENT ST	LOT #8 - NEW TOWNHOUSE	\$135,000.00
18 00001244	MECH	1850 APPLE BLOSSOM DR	NEW A/C, GRILLS, DUCTWORK	\$18,000.00
19 00002761	PLBG	541 WHARTON CIR	ADDING EXPANSION TANK AND W/H	\$3,800.00
19 00002051	RIFI	1316 S KENT ST	LOT #9 - NEW TOWNHOUSE	\$135,000.00
19 00002048	RIFI	1310 S KENT ST	LOT #6 - NEW TOWNHOUSE	\$135,000.00
19 00002044	RIFI	207 E SOUTHWERK ST	LOT #2 - NEW TOWNHOUSE	\$135,000.00
19 00002047	RIFI	201 E SOUTHWERK ST	LOT #5 - NEW TOWNHOUSE	\$135,000.00
18 00001244	FSUP	1850 APPLE BLOSSOM DR	ALT. OF WET SYSTEM	\$3,988.00
19 00002842	PLBG	341 FAIRVIEW AVE	EXPANSION TANK	\$200.00
19 00002866	PLBG	29 W GERMAIN ST	EXPANSION TANK	\$200.00
19 00002835	PLBG	226 ALLISON AVE	EXPANSION TANK	\$200.00
19 00002917	PLBG	318 GEORGE ST	EXPANSION TANK	\$200.00
19 00002796	PLBG	1460 COMMERCE ST	EXPANSION TANK	\$200.00
19 00002775	PLBG	940 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002864	PLBG	25 W GERMAIN ST	EXPANSION TANK	\$200.00
19 00002897	PLBG	933 PENNSYLVANIA AVE	EXPANSION TANK IN FLOODPLAIN	\$200.00
19 00002773	PLBG	823 NATIONAL AVE	EXPANSION TANK	\$200.00
19 00002803	PLBG	519 WHITACRE ST	EXPANSION TANK	\$200.00
19 00002906	PLBG	2616 MIDDLE RD	EXPANSION TANK	\$200.00
19 00002829	PLBG	1941 S LOUDOUN ST	EXPANSION TANK	\$200.00
19 00002820	PLBG	1049 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002831	PLBG	2301 HARRISON ST	EXPANSION TANK	\$200.00
19 00002784	PLBG	2712 S PLEASANT VALLEY RD	EXPANSION TANK	\$200.00
19 00002798	PLBG	400 WEEMS LN	EXPANSION TANK	\$200.00
19 00002889	PLBG	2329 WILSON BLVD	EXPANSION TANK	\$200.00
19 00002783	PLBG	252 PINE ST	EXPANSION TANK	\$200.00

Permit #	Type	Address	Description	Value
19 00002817	PLBG	952 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002797	PLBG	1470 COMMERCE ST	EXPANSION TANK	\$200.00
19 00002900	PLBG	817 CEDAR CREEK GR	EXPANSION TANK	\$200.00
19 00002778	PLBG	1024 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002907	PLBG	231 MILLWOOD AVE	EXPANSION TANK	\$200.00
19 00002905	PLBG	1921 MELVOR LN	EXPANSION TANK	\$200.00
19 00002769	PLBG	23 MONTAGUE AVE	EXPANSION TANK	\$200.00
19 00002891	PLBG	578 YORK AVE	EXPANSION TANK	\$200.00
19 00002943	PLBG	222 AMHERST ST	REPLACE FIXTURES	\$4,000.00
19 00002877	PLBG	2316 WILSON BLVD	EXPANSION TANK	\$200.00
19 00002859	PLBG	14 E CECIL ST	EXPANSION TANK	\$200.00
19 00002823	PLBG	1110 ALLEN DR	EXPANSION TANK	\$200.00
19 00002879	PLBG	2420 ROBYN TERR	EXPANSION TANK	\$200.00
19 00002833	PLBG	2308 WILSON BLVD	EXPANSION TANK	\$200.00
19 00002813	PLBG	1326 WHITTIER AVE	EXPANSION TANK	\$200.00
19 00002818	PLBG	1002 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002925	PLBG	343 FAIRVIEW AVE	EXPANSION TANK	\$200.00
19 00002922	PLBG	374 GRAY AVE	EXPANSION TANK	\$200.00
19 00002795	PLBG	1336 COMMERCE ST	EXPANSION TANK	\$200.00
19 00002792	PLBG	2333 ROOSEVELT BLVD	EXPANSION TANK	\$200.00
19 00002936	PLBG	646 BATTLE AVE	EXPANSION TANK	\$200.00
19 00002876	PLBG	205 PINE ST	EXPANSION TANK	\$200.00
19 00002898	PLBG	142 LINDEN DR STE 108	EXPANSION TANK	\$200.00
19 00002924	PLBG	9 E HART ST	EXPANSION TANK	\$200.00
19 00002768	PLBG	18 MONTAGUE AVE	EXPANSION TANK	\$200.00
19 00002840	PLBG	327 N LOUDOUN ST	EXPANSION TANK	\$200.00
19 00002800	PLBG	113 S KENT ST	EXPANSION TANK	\$200.00
19 00002939	PLBG	2629 BLUE RIDGE TERR	EXPANSION TANK	\$200.00
19 00002799	PLBG	812 S201 AMHERST ST	EXPANSION TANK	\$200.00



Permit #	Type	Address	Description	Value
19 00002837	PLBG	230 EAST ST	EXPANSION TANK	\$200.00
19 00002774	PLBG	609 OLD FORT RD	EXPANSION TANK	\$200.00
19 00002874	PLBG	171 LINDEN DR	EXPANSION TANK	\$200.00
19 00002918	PLBG	342 GEORGE ST	EXPANSION TANK	\$200.00
19 10000032	PSD1	147 N LOUDOUN ST	OUTDOOR DINING	\$85.00
19 00002779	PLBG	1032 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002812	PLBG	352 W WHITLOCK AVE	EXPANSION TANK	\$200.00
19 00002901	PLBG	817 CEDAR CREEK GR	EXPANSION TANK	\$200.00
19 00002932	PLBG	2632 DANIEL TERR	EXPANSION TANK	\$200.00
19 00002826	PLBG	1123 WHITTIER AVE	EXPANSION TANK	\$200.00
19 00002940	PLBG	5 E BOND ST	EXPANSION TANK	\$200.00
19 00002852	PLBG	716 CRISMAN AVE	EXPANSION TANK	\$200.00
19 00002892	PLBG	503 YORKTOWNE PL	EXPANSION TANK	\$200.00
19 00002855	PLBG	7 MORNINGSIDE DR	EXPANSION TANK	\$200.00
19 00002851	PLBG	712 S CAMERON ST	EXPANSION TANK	\$200.00
19 00002788	PLBG	16 RICHARDS AVE	EXPANSION TANK	\$200.00
19 00002346	PLBG	404 S WASHINGTON ST	MOVE FIXTURES	\$1,000.00
19 00002854	PLBG	4 E BOND ST	EXPANSION TANK	\$200.00
19 00002913	PLBG	343 LANNY DR	EXPANSION TANK	\$200.00
19 10000028	PSDM	157 N LOUDOUN ST	DISP. OF MERCHANDISE	\$25.00
19 10000028	PSPS	157 N LOUDOUN ST	PORTABLE SIGN	\$10.00
19 00002863	PLBG	1617 WHITTIER AVE	EXPANSION TANK	\$200.00
19 00002771	PLBG	3 MORNINGSIDE DR	EXPANSION TANK	\$200.00
19 00002941	PLBG	6 E BOND ST	EXPANSION TANK	\$200.00
19 00002801	PLBG	172 S107 LINDEN DR	EXPANSION TANK	\$200.00
19 00002860	PLBG	14 E GERRARD ST	EXPANSION TANK	\$200.00
19 00002782	PLBG	314 E PICCADILLY ST	EXPANSION TANK	\$200.00
19 00002896	PLBG	1010 S LOUDOUN ST APT 6	EXPANSION TANK	\$200.00
19 00002856	PLBG	11 S EUCLID AVE	EXPANSION TANK	\$200.00



Permit #	Type	Address	Description	Value
19 00002802	PLBG	2425 VALLEY AVE	EXPANSION TANK	\$200.00
19 00002794	PLBG	513 SOUTH ST	EXPANSION TANK	\$200.00
19 00002878	PLBG	2420 MASSANUTTEN TERR	EXPANSION TANK	\$200.00
19 00002914	PLBG	516 E LEICESTER ST	EXPANSION TANK	\$200.00
19 00002912	PLBG	930 KINZEL DR	EXPANSION TANK	\$200.00
19 00002882	PLBG	3066 SHAWNEE DR	EXPANSION TANK	\$200.00
19 00002872	PLBG	125 LINDEN DR	EXPANSION TANK	\$200.00
19 00002887	PLBG	2206 WILSON BLVD	EXPANSION TANK	\$200.00
19 00002767	PLBG	5 MONTAGUE AVE	EXPANSION TANK	\$200.00
19 00002904	PLBG	23 JIGSAW PL	EXPANSION TANK	\$200.00
19 00002926	PLBG	349 FOX DR	EXPANSION TANK	\$200.00
19 00002929	PLBG	604 CRESTVIEW TERR	EXPANSION TANK	\$200.00
19 00002903	PLBG	300 MARION ST	EXPANSION TANK	\$200.00
19 00002867	PLBG	117 CHRISTOPHER DR	EXPANSION TANK	\$200.00
19 00002928	PLBG	374 CHARLES ST	EXPANSION TANK	\$200.00
19 00002858	PLBG	13 GLAIZE AVE	EXPANSION TANK	\$200.00
19 00002930	PLBG	2625 DANIEL TERR	EXPANSION TANK	\$200.00
19 00002873	PLBG	135 FEATHERBED LN	EXPANSION TANK	\$200.00
19 00002815	PLBG	923 WOODLAND AVE	EXPANSION TANK	\$200.00
19 00002793	PLBG	314 SMITHFIELD AVE	EXPANSION TANK	\$200.00
19 00002894	PLBG	1010 S LOUDOUN ST	EXPANSION TANK	\$200.00
19 00002865	PLBG	26 GIBBENS ST	EXPANSION TANK	\$200.00
19 00002909	PLBG	206 MOLDEN DR	EXPANSION TANK	\$200.00
19 00002786	PLBG	7 RICHARDS AVE	EXPANSION TANK	\$200.00
19 00002785	PLBG	6 RICHARDS AVE	EXPANSION TANK	\$200.00
19 00002927	PLBG	371 CHARLES ST	EXPANSION TANK	\$200.00
19 00002895	PLBG	552 HOLLINGSWORTH DR	EXPANSION TANK IN FLOODPLAIN	\$200.00
19 00002853	PLBG	830 WHITTIER AVE	EXPANSION TANK	\$200.00
19 00002937	PLBG	100 BELLVIEW AVE	EXPANSION TANK	\$200.00

Permit #	Type	Address	Description	Value
19 00002919	PLBG	14 GIBBENS ST	EXPANSION TANK	\$200.00
19 00002935	PLBG	545 BATTLE AVE	EXPANSION TANK	\$200.00
19 00002893	PLBG	504 EAGLE DR	EXPANSION TANK IN FLOODPLAIN	\$200.00
19 00002807	PLBG	1036 WOODLAND AVE	EXPANSION TANK	\$200.00
19 10000029	PSPS	15 N LOUDOUN ST	PORTABLE SIGN	\$10.00
19 10000029	PSD1	15 N LOUDOUN ST	OUTDOOR DINING	\$85.00
19 00002890	PLBG	911 WOODLAND AVE	EXPANSION TANK	\$200.00
19 00002804	PLBG	554 WHITACRE ST	EXPANSION TANK	\$200.00
19 00002776	PLBG	1007 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002816	PLBG	947 KINZEL DR	EXPANSION TANK	\$200.00
19 00002944	LGAS	373 FOX DR	INSTALLING FIREPLACE	\$674.00
19 00002846	PLBG	615 BATTLE AVE	EXPANSION TANK	\$200.00
19 00002844	PLBG	516 LANNY DR	EXPANSION TANK	\$200.00
19 00002790	PLBG	2317 ROOSEVELT BLVD	EXPANSION TANK	\$200.00
19 00002836	PLBG	229 PINE ST	EXPANSION TANK	\$200.00
19 00002910	PLBG	1516 S LOUDOUN ST	EXPANSION TANK	\$200.00
19 00002888	PLBG	2313 WILSON BLVD	EXPANSION TANK	\$200.00
19 00002869	PLBG	118 W WHITLOCK AVE	EXPANSION TANK	\$200.00
19 00002861	PLBG	20 22 E NORTH AVE	EXPANSION TANK	\$200.00
19 00002916	PLBG	123 HAWTHORNE DR	EXPANSION TANK	\$200.00
19 00002911	PLBG	10 JIGSAW PL	EXPANSION TANK	\$200.00
19 00002880	PLBG	2716 BLUE RIDGE TERR	EXPANSION TANK	\$200.00
19 00002899	PLBG	211 WOOD AVE	EXPANSION TANK IN FLOODPLAIN	\$200.00
19 00002819	PLBG	1010 S LOUDOUN ST APT 2	EXPANSION TANK	\$200.00
19 00002868	PLBG	117 LINDEN DR	EXPANSION TANK	\$200.00
19 00002881	PLBG	3064 SHAWNEE DR	EXPANSION TANK	\$200.00
19 00002850	PLBG	707 S BRADDOCK ST	EXPANSION TANK	\$200.00
19 00002811	PLBG	253 WEST ST	EXPANSION TANK	\$200.00
19 00002791	PLBG	1328 1470 COMMERCE ST	EXPANSION TANK	\$200.00

Permit #	Type	Address	Description	Value
19 00002839	PLBG	301 GEORGE ST	EXPANSION TANK	\$200.00
19 00002933	PLBG	508 EAGLE PL	EXPANSION TANK	\$200.00
19 00002827	PLBG	1215 WHITTIER AVE	EXPANSION TANK	\$200.00
19 00002809	PLBG	200 WEEMS LN	EXPANSION TANK	\$200.00
19 00002885	PLBG	329 N LOUDOUN ST	EXPANSION TANKS	\$800.00
19 00002857	PLBG	11 MORNINGSIDE DR	EXPANSION TANK	\$200.00
19 00002814	PLBG	923 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002875	PLBG	175 LINDEN DR	EXPANSION TANK	\$200.00
19 00002871	PLBG	121 LINDEN DR	EXPANSION TANK	\$200.00
19 00002848	PLBG	619 BATTLE AVE	EXPANSION TANK	\$200.00
19 00002781	PLBG	1036 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002921	PLBG	371 GRAY AVE	EXPANSION TANK	\$200.00
19 00002838	PLBG	236 EAST ST	EXPANSION TANK	\$200.00
19 00002780	PLBG	1033 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002847	PLBG	618 S WASHINGTON ST	EXPANSION TANK	\$200.00
19 00002824	PLBG	1113 MILROY CT	EXPANSION TANK	\$200.00
19 00002772	PLBG	122 MORNINGSIDE DR	EXPANSION TANK	\$200.00
19 00002938	PLBG	121 BELLVIEW AVE	EXPANSION TANK	\$200.00
19 00002805	PLBG	121 WOOD AVE	EXPANSION TANK	\$200.00
19 00002808	PLBG	1317 1319 VALLEY AVE	EXPANSION TANK	\$200.00
19 00002845	PLBG	574 N KENT ST	EXPANSION TANK	\$200.00
19 00002886	PLBG	714 S CAMERON ST	EXPANSION TANKS	\$400.00
19 00002934	PLBG	512 EAGLE PL	EXPANSION TANK	\$200.00
19 00002870	PLBG	121 E LEICESTER ST	EXPANSION TANK	\$200.00
19 00002862	PLBG	20 22 E NORTH AVE	EXPANSION TANK	\$200.00
19 00002883	PLBG	3068 SHAWNEE DR	EXPANSION TANK	\$200.00
19 00002931	PLBG	2630 DANIEL TERR	EXPANSION TANK	\$200.00
19 00002923	PLBG	2225 HARRISON ST	EXPANSION TANK	\$200.00
19 00002849	PLBG	654 BATTLE AVE	EXPANSION TANK	\$200.00

Permit #	Type	Address	Description	Value
19 00002832	PLBG	2304 WILSON BLVD	EXPANSION TANK	\$200.00
19 00002828	PLBG	1612 PONDVIEW DR	EXPANSION TANK	\$200.00
19 00002821	PLBG	1100 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002777	PLBG	1011 ORCHARD AVE	EXPANSION TANK	\$200.00
19 00002787	PLBG	8 RICHARDS AVE	EXPANSION TANK	\$200.00
19 00002822	PLBG	1108 MILROY CT	EXPANSION TANK	\$200.00
19 00002920	PLBG	308 GRAY AVE	EXPANSION TANK	\$200.00
19 00002884	PLBG	211 W LEICESTER ST	EXPANSION TANKS	\$1,200.00
19 00002915	PLBG	135 LINDEN DR	EXPANSION TANK	\$200.00
19 00002830	PLBG	2254 ROOSEVELT BLVD	EXPANSION TANK	\$200.00
19 00002789	PLBG	307 RIDGE AVE	EXPANSION TANK	\$200.00
19 00000516	NRRM	927 VALLEY AVE	INTERIOR REMODEL	\$8,000.00
19 00002770	PLBG	35 MONTAGUE CIR	EXPANSION TANK	\$200.00
19 00002806	PLBG	140 WOOD AVE	EXPANSION TANK	\$200.00
19 00002843	PLBG	342 WOOD CIR	EXPANSION TANK	\$200.00
19 00002810	PLBG	216 WEEMS LN	EXPANSION TANK	\$200.00
19 00002908	PLBG	239 MILLWOOD AVE	EXPANSION TANK	\$200.00
19 00002841	PLBG	333 FAIRVIEW AVE	EXPANSION TANK	\$200.00
19 00002834	PLBG	2311 ROOSEVELT BLVD	EXPANSION TANK	\$200.00
<b>Total:42</b>				<b>\$2,054,717</b>

## Public Services

- Project updates:
  - Blasting was successfully completed to remove the rock necessary to construct the foundation of the new water storage tank on Strothers Lane.
  - The project to construct the new maintenance facility at City Yards will be advertised for construction bids next week.
  - The roadway striping has been completed on Woodstock Lane between Pleasant Valley and Pine Street.
- Held a pre-construction meeting with the Fire and Rescue Department and the contractor for the construction of the new burn building. Work should begin within the next two weeks.
- Attended the Our Health board meeting and provided them with an update on the construction of the first phase of the N. Cameron drainage improvements project.

- Held a mandatory pre-bid meeting for contractors interested in bidding the Parks and City Yards utility project. Bids are due on August 27.
- Provided revised contract documents to VDOT for the Green Circle Trail – Phase 3 project and are awaiting their authorization to advertise the project for construction bids.

### Utility Capital Improvement Projects (7/1/18-present)

Measure	Past Week	Project Totals
Water mains replaced (linear feet)	0	5,548
Water service lines replaced (number)	0	364
Water meters replaced (number)	41	1,483
Sanitary sewer mains replaced/lined (linear feet)	0	4,791
Sanitary sewer laterals replaced (number)	0	96
Sanitary manholes replaced (number)	0	35
Sidewalks replaced (linear feet)	564	21,772
Sidewalks repaired (linear feet)	2,502	70,838

Division	Activity	Past Week	2019 Year-to-Date Totals	Measurement
Streets	Streets repaved	0	3.91	Lane miles
	Potholes repaired	0	186	#
	Mowing	20.53	310.11	Acres
	Miles of streets swept	83	1,660.30	Miles
	Tons of leaves hauled	0	32.80	Tons
Trees	Dead/diseased trees removed	0	118	#
	Trees trimmed	5	357	#
	Stumps removed	14	161	#
Traffic	Street signs Installed/replaced	3	254	#
	Pavement markings repainted (City)	5,452.5	9,360	Linear feet
	Pavement markings repainted (contractor)	1,906	584,173	Linear feet
Refuse & Recycling	Refuse collected	128.30	4,034.03	Tons
	Recycling collected	31.65	1,596.90	Tons
	Large item pickups	6	135	#
Transit	Total passengers	2,958	80,646	#
	Revenue miles pick up/drop off	4,030	115,955	Miles
	Revenue hours pick up/drop off	370.12	10,605.45	Hours

Division	Activity	Past Week	2019 Year-to-Date Totals	Measurement
Utility billing	Payments processed	1,509	44,590	#
	New bills mailed out	2,442	45,912	#
	Water services turned off (non-payment)	0	316	#
Water treatment plant	Average daily water demand	6.47	6.18	Million gallons/day
	Peak daily water demand	6.76	7.57	Million gallons/day
Wastewater treatment plant	Average daily flow treated	6.16	8.94	Million gallons/day
	Peak daily flow treated	6.29	20.04	Million gallons/day
Water distribution and wastewater collection	Water main breaks repaired	1	11	#
	Water meters read	1,163	50,236	#
	Fire hydrants flushed	33	1,019	#
	Sewer mains cleaned	18	93,614	Linear feet
	After-hours call outs	2	173	#
Engineering	Site plans reviewed	0	71	#
	Floodplain permits issued	4	75	#
	Utility as-builts reviewed	0	6	#
	Right-of-way permits issued	3	126	#
	Land disturbance permits issued	0	9	#
	Stormwater facility inspections	0	111	#
	Erosion and sediment control inspections	23	1,494	#
	Erosion and sediment notices to comply	0	20	#
Facilities Maintenance	Work requests completed	23	638	#
	Special events assistance	2	36	#
	Maintenance of pedestrian mall	35	1,049	Staff hours
Equipment maintenance	Total repairs completed	45	2,696	#
Winchester Parking Authority	Work requests completed	9	240	#
	Special events - assistance provided	0	14	#
	Vandalism or property damage issues	0	15	#
	New monthly rentals	5	174	#
	Monthly rental cancellations	0	84	#
	Total monthly leases in all autoparks	+5	1,136	#
	Available monthly spaces in all autoparks	-5	276	#
	Hourly parkers (all four garages)	3,169	92,302	#
	Park-Mobile transactions	769	22,070	#
	Meter violations	258	6,280	#

## Social Services

- Received 68 Benefit Program applications: 21 SNAP, 24 Medicaid, 3 TANF, 1 VIEW, 1 Child Care, 0 Auxiliary Grant, 0 General Relief-Burial, 12 Home Energy Assistance Program
- Provided case management to:
  - 3,620 Medicaid cases
  - 1,568 SNAP cases
  - 64 TANF cases
  - 21 Auxiliary Grant cases
  - 48 individuals receive VIEW services
  - 51 families/106 children receive Child Care Subsidy Assistance (12 families/20 children are currently on the waiting list for child care assistance).
- Provided case management to 1 Interstate Compact on the Placement of Children (ICPC) case.

Weekly Activity	#
Clients walk-ins/drop-offs	203/120
Child Protective Service referrals	9
Placed "on notice" for foster care entry by JDRC	3
Children in foster care	51
Entered/exited foster care	3/3
Adoption subsidy cases/adoptions finalized	56/0
Child Protective Service (CPS) case management load	52
Benefit program fraud & overpayment referrals/investigations/recoupment claims	0/1/29
CPS family assessments & investigations of alleged maltreatment	77
Family Service intakes	5
Adult Protective Service referrals	0
Adult services case management load	9
Adult guardianships/cases	2/73
Adult Protective Service investigations/intakes	14/4
Family Services Prevention case management load	7
Uniform Assessment Instrument screenings	2



## Communications

- Handled 4 media requests for City information and staff interviews; 3 requests for WPD.
- Assisted Utilities with making PDF forms fillable for the website.
- Edited video clips of the recent Comprehensive Plan Update public input meeting. [Watch](#)
- Wrote, produced, recorded and released the Rouss Review podcast that features Development Services Director Shawn Hershberger and explains the restructuring of the Economic Redevelopment department. [Listen](#)
- Filmed the August 28 episode of [publiCITY](#) that features Superintendent of Winchester Public Schools Jason VanHeukelum and explains the development of the Shihadeh Innovation Center and redevelopment of the Douglas Community Learning Center.
- Edited a video from existing clips for the Police Department's new web page on the City's website (launching soon).
- Launched the new social media campaign "The Monday Market" for Human Resources to advertise and highlight available City jobs.
- Continued promoting recycling changes and [Michael Recycle](#).
- Created promo items (web banner, TV ad, social media post) for the Park's September 11 memorial service.
- Continued editing and adding content to the Manufacturing Week ArcGIS Hub site (coming soon).
- Recorded a voiceover for and edited a Spotted Lanternfly training video for City employees.
- Filmed the next episode of Behind the Blue, the Police Department's web "reality" show.
- Created various social media posts and promotions.
- Attended the 275th anniversary committee meeting. Began promoting upcoming events including the committee's Patsy Cline concert on August 24 at 2 pm (Handley Library Auditorium).
- Created new designs for and advertised the [Teen Citizen Academy](#) being held November 9 at the Police Department. Promo items include a short video, social media graphics and poster for schools.
- Designed header for upcoming Winchester Star insert for the 35th anniversary of Wilkins Lake.
- Continued working on proposed policy for FOIA request charges and met with Police Department concerning their FOIA requests.
- Continued working on new City website designs/content.
- Completed Council retreat video and uploaded to online agenda portal.
- Met with Social Services staff about explanatory video for hard-to-fill position with a lot of turnover.

<a href="#">311 Requests Received</a>	#
FOIA	3
New Recycling Bin	1
Missed Trash/Recycling Collection	0
Trash on Property	0
City Tree Issue	0
Traffic Signal Issue	0
Dead Animal in Road	0
Ask a Question	1
Stormwater Drainage Issue	0
Pothole	0
Street Light Out	0
Tall Grass	0
Water/Sewer Service	0
<a href="#">Citibot</a>	0
Total	5

### Date City Press Releases

8/16 | Patsy Cline concert to be held in honor of Winchester's 275th anniversary - read

Date	Segments on WDVM
8/14	Former Shenandoah University student sentenced for sexual assault - <a href="#">watch</a>
Date	Articles in <i>The Winchester Star</i>
8/10	Meter fees, fines compel business owner to leave Old Town
8/12	Community meetings connect city officials, residents
	Maryland man gets time served for assaults
8/13	Students get less time to appeal decisions on discipline
8/15	Council OKs Shentel's bid to challenge Comcast
	Women charged over 5 dog deaths
	City seeking grant for new at-risk youth program
8/16	Local hotel occupancy rates drop after move of State Department training facility

## Parks & Recreation

- Accepted applications for Lifeguard, Custodian, and and Maintenance Technician positions.
- Held Safety and Security meeting.
- Met to discuss Wilkins Lake 35th anniversary celebration.
- Met to discuss 9/11 Memorial Service.
- Met with community partners to discuss Abrams Wetlands clean-up.
- Began working on Christmas Parade application.
- Continued work on Maintenance facility.
- Mowing continues as scheduled.

# Support Services

## Innovation & Information Services

- Completed questionnaire for the City's auditors related to IT environment changes in last fiscal year.
- Assisted users with security awareness training enrollment and extended the deadline an additional week for completion.
- Held conference call with vendor to discuss network refresh of devices and configuration changes.
- Reviewed new contract with ISP for increasing bandwidth of Internet pipe.
- Shutdown FastPass and deployed ADSelfService.
- Started preparing a lab environment for new storage arrays.
- Worked with the Treasurer to outsource printing vendor for new bill form.
- Continued second half of personal property billing testing.
- Continued testing NaviLine 19.2.
- Mapped 7 parcels to account for right of way dedication for Hope Dr/Papermill Rd project.
- Created/updated datasets schema for Leaf Collection Areas, Snow Emergency Route, Voter Wards, Storm Structure Manholes, Storm Structure Dropinlets, and Corporate Limits in both Web and Primary GIS databases (PubWrks GIS Data update project).
- Continued to develop the new "Property Search" application.
- Activated the "Stop the Spotted Lanternfly" GIS OpenData Hub site for testing before going live to the public.
- Started testing 0365 Archiving.
- Set up staging of equipment for George Washington Autopark network and Tourism network refresh.

Help Desk Requests	Count	Closed
Account Management	18	27
Applications	12	13
GIS	4	7
Hardware	10	15
Information Only	1	1
Infrastructure	8	11
No Action Required	13	13
Not Assigned	10	0
Procurement/Disposal	0	0
Reporting	0	0
Research	-	-
Total	76	87